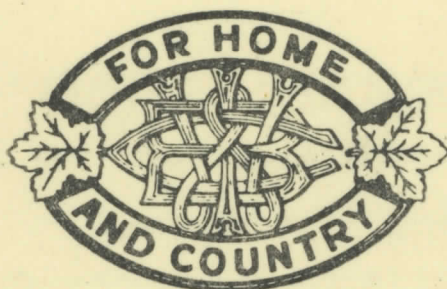


January 1977 - January 1979

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Series #14



WOMEN'S INSTITUTES
MINUTE BOOK

988.06.11

INSTRUCTIONS TO SECRETARIES OF WOMEN'S INSTITUTES

CIRCULAR LETTERS

Information and recommendations from the Department will be sent by circular letter.

ADVERTISING MEETINGS

Secretaries should use every effort to advertise meetings to the best advantage. Posters as supplied by the Department should be put up in Post Offices, stores and other public places.

REPORTS OF MEETINGS

Monthly report forms should be used for reporting each meeting other than the annual meeting and be sent to the Superintendent of Women's Institutes, Department of Agriculture, Victoria.

Forms for the annual report and financial statement are sent out in duplicate from the Women's Institute Branch. These should be made out in duplicate and all copies returned to the Superintendent of Women's Institutes, Parliament Buildings, Victoria, within ten days of the annual meeting. The financial statement should be duly audited.

It is absolutely necessary to send in these returns each year immediately after the annual meeting, if the Institute is to retain its incorporation under the "Societies Act" and remain in good standing with the Department of Agriculture.

LIST OF MEMBERS

A list of members of each Institute for the year just ended at the time of the annual meeting should be sent in at the same time as the annual reports and the financial statements.

RESOLUTIONS

It is recommended that all resolutions coming before the Institute for consideration be posted a month before being voted upon. All information possible both for and against should be secured in order that all decisions may be based upon knowledge and a thorough understanding of the questions involved.

WOMEN'S INSTITUTE HANDBOOK

Copies of the Women's Institute Handbook may be obtained from the office of the Superintendent at Victoria.

CONSTITUTION AND BY-LAWS OF THE WOMEN'S INSTITUTES OF BRITISH COLUMBIA

Each Institute when incorporated subscribes to the following by-laws:—

BY-LAWS

of Women's Institute

MOTTO

1. The motto of the Institute is "For Home and Country".

COLOURS

2. The colours of the Institute are Green, White and Gold.

AIMS AND OBJECTS

3. The aims and objects of the Institute are.—
 - (a) To improve conditions of rural life, so that settlement may be permanent and prosperous in the farming communities:
 - (b) To promote home economics, public health and child welfare, education and better schools, legislation, immigration, and settlement:
 - (c) To encourage agriculture, home and local industries:
 - (d) To promote social intercourse, mutual helpfulness, and the diffusion of knowledge; to make settlers welcome and improve community conditions.

FUNDS

4. The funds of the Institute shall be devoted solely to the promotion of these objects.

MEMBERSHIP

5. The members of the Institute shall be the subscribers of the constitution and the persons admitted to membership in accordance with these by-laws.
6. Every person desiring to become a member of the Institute shall agree to conform to and abide by the by-laws of the Institute and the rules and regulations made pursuant to the "Farmers' and Women's Institutes Act".

MEMBERSHIP FEES

7. Each member shall pay an annual fee of not less than 50 cents and, upon payment of such sum, shall be enrolled on the membership of the Institute.

WITHDRAWAL OF MEMBERS

8. A member not in arrears may withdraw from membership by giving notice in writing to the secretary of the Institute, and every withdrawal shall be reported to the next general meeting of the Institute.

EXPULSION OF MEMBERS

9. The Institute may expel from membership, upon a three-fourths majority vote of the members of the Institute, any member against whom a charge has been preferred of conduct detrimental to the Institute. The charge shall be in writing, signed by at least two members in good standing, and the member against whom the charge has been made shall be given at least two weeks notice in writing of the time and place when and where the matter will be considered by the Institute.

JUNIOR WOMEN'S INSTITUTES

10. The Institute may form a sub-organization composed of girls from 12 to 18 years of age, to be known as "Junior Women's Institutes".

DIRECTORS AND OFFICERS

11. (a) There shall be five directors until the membership exceeds one hundred, when there shall be an additional director elected for every twenty members over one hundred.

(b) The directors shall be elected by ballot at the annual general meeting, and, if the meeting so resolves, the members shall mark their ballots for the president and one or more vice-presidents, otherwise the directors shall elect from their body the president and one or more vice-presidents.

(c) The directors may appoint a secretary (and) treasurer (who may be directors), but their remuneration (if any) shall be determined by the Institute in general meeting.

(d) The president shall preside at all meetings of the directors and of the Institute, and when she is absent, or unable or unwilling to act, a vice-president shall act in her stead.

(e) Casual vacancies among the officers or directors shall be filled by the remaining directors until the next general meeting, and all changes shall be notified to the Superintendent of Women's Institutes, Parliament Buildings, Victoria, British Columbia.

(f) In any case where the secretary (or) treasurer ceases to act, the president or vice-president shall perform her duties until the vacancy is filled.

(g) The quorum at a meeting of directors shall be not less than half the total number of directors; a fraction to count as a whole. The secretary (and) treasurer shall not be entitled to vote at any directors' meeting unless they are also directors.

(h) The directors shall have control of the affairs of the Institute, and shall outline the work and policy of the same, and duly present such policy to the members for approval.

(i) The directors may appoint sub-committees, or delegate any of their powers to committees composed of members of the Institute, who shall conform to any regulations imposed upon them by the directors.

(j) The directors shall endeavour to meet not less than once a quarter.

DUTIES OF SECRETARY

12. (a) The secretary shall give notice of and call meetings of the directors and the Institute upon the authority of the president or any two officers or directors.

(b) Shall keep minutes of the proceedings at any meeting and forward to the Superintendent copies of the same on forms provided by the superintendent.

(c) Shall conduct correspondence in the name of the Institute.

(d) Shall keep a register of members, with their names and addresses, and a mailing list of members for literature, programmes, etc.

(e) Shall, on instructions from the directors, prepare the annual report, and within ten days after the annual meeting shall send a copy, with copies of the directors' and financial reports, to the Superintendent, and also a list of the new officers and directors.

(f) Shall prepare and forward returns for the Superintendent on such forms as may be supplied by the Superintendent.

DUTIES OF TREASURER

13. The treasurer or, if there is no such officer, the secretary of the Institute shall account for all monies paid or received by the Institute, and present a monthly report thereof to the members in meeting assembled, but no disbursements shall be made without the sanction of the directors. She shall prepare the annual financial statement of the Institute. At each directors' meeting a financial report shall be presented, if requested.

An Executive meeting was held at the

14. (a) The annual general meeting of the Institute shall be held in October, November or December of each year, and the report of the same shall reach the Superintendent not later than fourteen days thereafter.

(b) The directors shall present at the annual general meeting a written report on the affairs of the Institute for the past year, stating in particular the number of meetings of the Institute, attendance at each, the number of papers read and addresses delivered, and accompanied by a financial statement made up to not earlier than one month and not later than fourteen days before the date of the annual meeting and duly certified by the auditors.

(c) Fourteen days' clear notice in writing of the date, time and place of the annual general meeting and any special general meeting shall be given to every member at her recorded address, and advertisement of the meeting shall, if the directors think advisable, be given also by posters and in a local newspaper.

(d) No person shall be elected to any office or vote at any general meeting if her annual fee has not been paid; the period of membership shall terminate at the annual general meeting, immediately after the acceptance of the annual report and financial statement of the preceding year.

(e) After business connected with the activities of the Institute for the preceding year has been disposed of at the annual general meeting, a recess shall be called to permit of the payment of the subscription fee for the ensuing year, and no person who has not paid the fee shall be elected to office or vote at that meeting, or any adjournment thereof.

(f) If a general meeting is not held on the day specified in the notice calling it, it shall stand adjourned to the same day in the following week at the same time and place, and if it be not held then, the directors shall call a fresh meeting.

(g) At all general meetings the quorum shall be five present in person throughout the proceedings.

(h) If the directors refuse to call a special general meeting after a written request signed by not less than one-fourth of the members, the signatories may call the meeting at such time and place as they think fit.

(i) The order of proceedings at a general meeting shall be, according to circumstances, as follows:—

- to circumstances, as follows:—
- (a) Meeting called to order.
 - (b) Notice concerning the meeting to be read.
 - (c) Minutes of preceding meeting to be read and disposed of.
 - (d) Report of treasurer.
 - (e) Reports of standing and special committees.
 - (f) Reports of directors and auditors
 - (g) Recess for payment of subscriptions.
 - (h) Special business.
 - (i) Unfinished business.
 - (j) New business.

AUDITORS

AUDITORS

15. At the annual meeting the Institute shall elect two auditors.

BORROWING POWER AND PURCHASE AND SALE
OF REAL ESTATE

16. The directors shall not borrow moneys or buy or sell real property in the name of the Institute unless authorized by an extraordinary resolution as defined by the "Societies Act".

as defined by the "Societies Act".
 Ball Committee and as Convenor for
 Citizenship & Education. Mrs. Vinyard
 agreed to continue as Convenor for
 U. N. & International Exchange.

CUSTODY OF SEAL, RECORDS, AND OTHER BOOKS OF THE INSTITUTE

17. The seal, records, and other books of the Institute shall be in the custody of the secretary, and the records and books shall at all times be open to inspection by the Superintendent of Institutes and the directors or by any person appointed by the Superintendent. The records and books of the Institute may be inspected by members at the close of any general meeting. The seal shall only be used with the authority of the directors.

AMENDMENT OF BY-LAWS

18. These by-laws may not be altered or added to except by an extraordinary resolution of the Institute, as defined by section 2 of the "Societies Act". The directors shall file every amendment with the Registrar of Companies.

MINUTES OF MONTHLY AND DIRECTORS' MEETINGS

January 4, 1977.

An executive meeting was held at the home of Mrs. Sheppard with 4 members present.

The following matters were discussed & be presented to the regular meeting on January 10.

(1) Fire Insurance - Mrs. Rayburn & discuss with Ken Dominick the following day.

(2) Hall Rental - The Legion Auxiliary has requested use of our hall for their monthly meetings free of charge, beginning with this evening. The executive recommends that they be allowed to use the hall for the sum of \$5.00 (without pitcher) however they will be informed that the hall may not be used until a decision is made at the regular meeting on Jan. 10.

(3) Executive meetings - it is & be recommended that an executive meeting be held each month prior to the regular meeting & allow time for guest speaker at the regular meeting.

(4) Card Party for January - The executive recommends that the lunch donations be requested at the meeting and one person be designated to set up tables.

Prizes - ?

(5) Hall Committee & Convenors.

Mrs. Rayburn agreed to continue on Hall Committee and as Convenor for Citizenship & Education. Mrs. Vineyard agreed to continue as Convenor for U. N. & International Exchange.

- (6) It was recommended that Mr. Macenak be paid for the laundry of table cloths & towels for Christmas Dinner.
- (7) P.O. Box Rental & be paid
- (8) Adelaide Hoadless Day - it was suggested that a committee be formed & plan same.
- (9) Garage Sale - Mr. Vineyard suggested that we hold one in the spring.
- The above items & be presented to the regular meeting for approval.
- President - Helen Sheppard.
- Secretary - J. Peterson

Jan. 10, 1977. -

The regular meeting of the Greenwood S.I. was held in the hall with 13 members present. President, Helen Sheppard, called the meeting to order with the reading of the Mary Stewart Collect. The minutes of the meeting of Nov. 28, 1976 were read and approved. The minutes of the ^{executory} meeting of Jan 4 were read and it was moved by M. McArthur, sec. by V. Scott that these minutes be accepted as read. C'd.

The Treasurer's report showed a balance on hand as of Jan 10. of \$812.76. Mrs. Roylance moved the adoption of her report, sec. by Mrs. Zahnd. C'd.

Bills amounting to approx. \$327.00 were presented. It was moved by H. Miller, sec. by J. Riddle that all bills be pd. C'd.

Correspondence - included

many thank you cards, letters of thanks from the Mental Health Assoc. and the C. N. S. B. and a letter and card made a man card from our adept in India.

Fire Insurance - It was moved by N. Macnab, sec. by E. Zahnd that our policy with Mr. Jackson be cancelled. Cd. It was moved by M. McArthur, sec. by J. Riddle that the St. J. share ~~part~~ ~~of the cost of Fire Insurance~~ with the Greenwood Community Association the cost of insurance for the contents of the Hall. Total coverage would be for \$5000.00 and our share of the cost will be a small percentage of some. Cd.

Hall Rentals

It was moved by J. Riddle, sec. by N. Macnab that we donate the hall to the Cancer Society for their meeting on Jan. 31. Cd.

It was moved by M. McArthur, sec. by N. Miller that the hall be rented to the Legion Auxiliary for their monthly meetings for the sum of \$5.00. Cd.

Cook Books - Mrs. Rayner reported that we have a credit of \$14.00 at the B.C. St. J. office ~~of \$4.00~~ due to the fact that the \$3.00 per capita to the office does not go into effect until Nov/77. It was moved by N. Macnab, sec. by J. Kretton that 12 cook books be ordered and the \$14.00 be applied

to their cost. C. d.

Mrs. McArthur reported that N. I. tea towels are on sale for \$2.25.

Mrs. Macnab gave a report on the parcels and flowers sent out by the N. I. for Christmas. 4 parcels and nine plants were distributed.

Card Party - It was moved by M. McArthur, sec. by Vera Scott that we hold a card party on Jan. 19.

Sandwiches - Peterson, Sheppard, Roylance
Coke - Riddle, Macnab

Prizes - J. Riddle offered to look after the prizes for the coming year
Setting up tables for Jan. 19 - Mrs. Zahnd.
Tea & be served below of coffee by Scott.

The meeting approved the idea of the holding of executive meetings each month so that there will be time at the regular meeting for guest speakers or convenor entertainment.

Convenors - Mrs. Roylance gave her annual report for the convenorship of Citizenship & Education.

Convenors for the coming year are as follows.

Citizenship & Education - Mrs. Roylance
N. N. International Exchange - M. Vineyard
Health & Social Welfare - V. Sheppard
Agriculture & Con. Industry - H. Miller
Home Economics - V. Scott
Public Relations - E. Zahnd
Cultural Activities - H. Macnab.
As February includes Adelaide

Hoodless Day. Mrs. Raylance, Citizenship & Education convener will provide the entertainment for that month. March will be for Mrs. Miller, Agriculture & Canadian Industries.

Variety Club Telethon - It was moved by V. Macnab sec. by M. Keller that the proceeds of the Jan. card party be donated to the Telethon for the new Children's Hospital with a goal of \$50.00, the balance to be made up from our funds. C.D. The project will be announced at the Card Party and anyone wishing to make donations may do so.

Adelaide Hoodless Day - It was moved by V. Scott, sec. by B. Vineyard that our A.H.D. celebration be combined with our regular meeting on Feb. 1st. Each member may bring a guest, we will begin at 7:30. Mrs. Raylance, Mrs. McArthur and Mrs. Vineyard will be on the Committee & arrange the entertainment. Mrs. Macnab volunteered to make the birthday cake. Cheese & crackers, mulled apple cider or tea also to be served.

Pennies for friendship to be brought. Garage Sale - discussion & planning for this project were tabled until the March meeting.

The meeting was moved adjourned by B. Vineyard.

President - Helen Sheppard
Secretary - J. Peterson

Feb. 8, 1944.

An executive meeting was held at the home of Mrs. Sheppard with 4 members present. The following matters were discussed & he presented & the regular meeting of Feb. 14.

- (1) Card Party - date set for Feb. 23.
- (2) Mrs. Sheppard requested that Sympathy & Get Well cards be ordered.
- (3) Quilt - Mrs. Macnab has requested that members bring cotton print remnants.
- (4) District Conference - to be held in Greenwood this year on Apr. 26.

District Raffle requires hand made prize of \$10.00 value. M. Roylance volunteered to make jewellery.

Suggestions for Competition - executive recommended stuffed toy competition + the usual dresses for Children's Hospital.

Greenwood will be responsible for renting hall, organizing lunch, corsage, place cards etc. Dist. meeting Feb. 15 or 16.

- (5) Hall Rentals - The Bd. of Trade have requested the use of the hall for the 2nd Wed. of each month.

The two Japanese groups using the hall have each made a \$5.00 donation to the W.S.

- (6) Cancer Society - Mrs. Knutton volunteered to be the W.S. representative.

- (7) March meeting - Mrs. Sheppard, Health & Social Welfare convenor will be in charge of program.

President -

Secretary - L. Peterson

Feb. 14, 1974.

The February meeting of the Greenwood W.I. was held in the hall with 12 members and 6 guests present. The meeting opened with the reading of the Mary Stewart Collect. The minutes of the previous meeting were read and approved. The treasurer's report showed a balance of \$517.68 as of Feb. 14. Mrs. Rorance moved the adoption of her report, sec. by M. Keller. C.I.

The minutes of the executive meeting of Feb 8 were read and the following business from those minutes was discussed.

(1) Card Party - It was moved by E. Zahnd sec. by J. Riddle that we hold a card party on Mar. 2. C.I.

Sandwiches - Zahnd, Scott, Knutton
Cake - McArthur, Vineyard
Setting up tables - M. Willan

(2) Cards have been ordered for the Seattle Social Welfare Convention.

(3) Print Scrapes for the quilt were requested. Mrs. Macnab showed one block which has been made up and also showed a puffed quilt block for the next competition.

(4) A district meeting will be held at Mrs. Sheppards on Feb. 16 where plans for the District Conference will be made. The secretary was requested to write a letter asking for the use of the hall on Apr. 26.

Competition ideas were (a) Stuffed toys
(b) Something from nothing.

Correspondence. - a small newsletter from the Queen Alexandra Hospital was read, also a letter of thanks from the Cancer Society for the use of the hall. Mrs. Knutton will be St. J. representative at the next Cancer Society meeting on Feb 21.

New Business - The following motion from the meeting of Jan 10 was rescinded by D. Macnab - "12 Cook books be ordered and the \$14.00 credit at the BCW 9 Office be applied to their cost."

Mrs Macnab then moved, sec. by M. McArthur that the \$14.00 credit be applied on our 1978 memberships. C'd.

It was moved by E Zahnd, sec by V Scott that we dispense with the meeting announcement cards. C'd.

It was moved by M. Keller, sec by V. Miller that all bills, including the cost of the Cook Books be pd. C'd.

Mrs. McArthur requested lenses from old eye glasses for a project for the Conference.

A discussion was held re the W.I. sign for the hall entrance. It was moved by M. Roylance, sec by M. Willon that the design of the structure of the sign be left to Mrs. Zahnd and Mrs. McArthur. C'd.

The next meeting will be held on Mar 8 with Mrs. Willon in charge of lunch. The meeting was moved adjourned by E Zahnd.

Mrs. Roylance then took charge of the entertainment. She gave an interesting talk on our founder, Adelaide Hodder Mrs. McArthur showed slides of

hand crafted articles on display at the A. N. Homestead, and Mrs. Skott showed movies of the entertainment at the last Xmas Dinner. After this, refreshments were served, the highlight of which was the lovely 80th birthday cake made by Mrs. Macnab.

President - Helen Shippard.
Secretary - L. Peterson.

Mar. 8, 1977.

An executive meeting was held at the home of Mrs. Shippard with 5 members present. The following points re the District Conference were discussed.

- (1) District raffle - Mrs. Raylance distributed tickets. Members objected strongly to the method of ticket distribution, each W.I. being asked to pay for their tickets when they receive them. (Greenwood owes \$51.00)
- (2) Corsage - It was recommended that M. Phelps be asked to give a price for preparing corsages (1 flower). If price under 1.50 we will order 20 from her.
- (3) Favours - 50-60 needed - once design is picked a work bee could be held one evening.
- (4) Catering - the U.C.W. will cater. \$3.00 per person.
- (5) Delegate -
- (6) Mystery parcels - up to value of \$2.00. Value should be marked on them.
- (7) Plant Sale
- (8) Resolutions - Mrs. Raylance & Mrs. Zahnd asked to work on them if members have suggestions.

(9) Songs - Fr. Ignallus & he asked about song sheets.

(10) Entertainment - Mr. Phelps & he asked if any of his pupils could entertain.

(11) Memorial Service - Candles white cloth & he supplied.

(12) Address of welcome - Mayor Zahnd has agreed & given - Rev. Persing has not yet replied re invocation.

Other Business.

@ Garage Sale - date & place should be set.

(h) Hall Rental - The Japanese St. Catherine's have inquired re use of our hall as their building is being sold. The executive feel we would like to rent it & then ^{\$} and recommended that a rental of 20.~ per month be charged on the condition that they be responsible for cleaning up after their own meetings.

President - Helen Sheppard.

Secretary - J. Peterson.

March 14, 1977.

The regular meeting was held in the hall on Monday, March 14 with 11 members and 1 guest. Miss M. Mungford, P.D.M. present. Later in the evening another guest, Mrs. M. Mellow^{du}, attended the meeting. President, Mrs. Sheppard called the meeting to order with the reading of the Mary Stewart Collect.

The minutes of the February meeting were read & approved. The minutes of the executive meeting of Mar. 8 were also read. It was moved by M. Rayance, sec. by J. Knutton, That these minutes

he accepted as read. Cd.

The Treasurer's report showed a balance of \$511.69 as of Mar. 14. Mrs. Boylance moved the adoption of his report, sec. by E. Zahnd. Cd. Arising from the Treasurer's report was a discussion re pre payment of tickets for the District raffle. Most members felt very strongly that this is not a good policy. It was moved by E. Zahnd, sec. by J. Riddle that a resolution of objection to pre payment of ticket money for the Dist. raffle be prepared. Cd. Further to the above, an inquiry from the floor re use of Dist. funds will be in order on the day of the Conference.

Correspondence.

- a thank you card from A. Parthy.
- patterns from Children's Hospital
- a letter from the Greenwood Community Assoc. requesting a delegate & to move interest from the citizens. Mrs. Sheppard will be delegate for this month.

Conference Business

1. Song Sheets - M. McArthur volunteered to prepare them.
2. Delegate - M. Verneyard to be asked.
Alternate - Helen Miller.
3. Corsage - M. Phelps will supply 1 flower white carnation corsage for 1.00 each.
It was moved by E. Zahnd, sec. by N. Macnab that corsages be ordered. Cd.
4. Favours - M. McArthur to look into purchase of small wicker baskets. Mr. McArthur also showed brooches made from eggs

glass lenses. It was decided to try and obtain enough lenses to prepare them for the St. Citizens dinner.

5. Mystery Parade - Plant Sale - members were asked to bring.
6. Entertainment - Mr. Phelps to be asked.

New Business - It was moved by M. McArthur, sec. by V. Scott that ^{the garage sale} be tabled until the next meeting. Cd.

The Japanese St. Citizens have requested to rent our hall. The plumbing is not yet looked up to the sewer and it was agreed that it should not be rented out ^{plumbing} until this is done. It was moved by E. Zahnd, sec. by M. McArthur that we rent the hall to the Japanese St. Citizens as of May 1st., 1977, for the tentative price of \$20.00 per month. Cd. The executive to act as a committee to work out details.

Midge Mellow then spoke on her purpose in attending the meeting. She would like to start a "Family Center" for mothers and young children - babyhood to 3 years, and was hoping for sponsorship by the W.I. Miss Mayford advised Mrs. Mellow to contact the health inspector re requirements for such a project. Members asked Mrs. Mellow to look further into all aspects of the plan and then to come back to the April meeting.

Card Party - It was moved by E. Zahnd, sec. by J. Riddle that a Card Party be held on Apr. 6. Cd.

Sandwiches - Peterson, Royance, Riddle
Lake - Sheppard. Vineyard
Setting up tables - Knutton

Mrs. Sheppard advised that the
Girl Guides are in need of a leader. As
sponsors the W.I. will try to locate a
likely candidate.

After the business meeting a very
interesting talk was given by Miss Mugford
on the duties of a G. N. N. Members asked
questions and quite a lively discussion
period was held. The meeting was moved
adjourned by E. Zahnd and lunch served
by M. Wilson. The next meeting will be
held on April 11 with J. Knutton as hostess.

President - J. Knutton

Secretary - E. Peterson

Patterns - Gown Dress - H. Miller

" H. Macnah.

Apr. 5, 1947.

An executive meeting was held at the home
of Mrs. Sheppard with 4 members present.
The following matters were discussed to be
presented at the regular meeting on Apr. 11.

(1) District Raffle Prize - Mrs. Sheppard will
try to bring the prize to Greenwood this week.

(2) Mrs. Royance stated that she will try
and have the resolutions re pre payment of
raffle prize money ready for Apr. 11.

(3) Report from Comm. Assn delegate -
Mrs. Sheppard reported that it is hoped
that the bathroom facilities will be
completed and hooked up this month.

Also the hall is available for the W.I.
Conference on Apr. 26. It is suggested that

a donation he made to the Comm. Ass'n for the use of the hall. A delegate for the next meeting must be chosen.

(4) Conference Plans -

Delegate - M. Vinograd

Entertainment - Mr. Phelps.

Favours - Book markers - Apr 21 set as day to prepare.

Minutes - Rev. Persing has accepted invitation

(5) Garage Sale -

(6) Japanese St. Citizens have already moved in.

(7) Ladies Legion Quilting have twice borrowed Al. Card Table. Meeting must decide if we shall continue to lend or rent them. One suggestion was that the L.Q. be charged \$7.⁵⁰ per month for use of hall for meeting & card table.

(8) P.M.B. - Mrs. Macnak should take survey of entries ready.

May meeting - Cultural Activities convene to prepare entertainment.

Mrs. Sheppard expressed wish that quilt top will be ready for May meeting so that quilting may be completed in May & June.

President - J. Knutton

Secretary - L. Peterson

April 11, 1977.

The regular meeting was held in the hall with Vice president, Mrs. Knutton, in the chair. The meeting opened with the reading of the Mary Stewart Collet and 9 members answered roll call. The minutes of the previous

meeting were read & approved. The minutes of the executive meeting of Apr. 5 were read. It was moved by H. Miller, sec. by M. Hillon that they be accepted as read. Cd.

The treasurer's report showed a Bank Balance on Apr. 11 of \$549.25. Mrs. Raylance moved the adoption of her report, sec. by J. Riddle. Cd. It was moved by H. Macrae, sec. by H. Miller that the bills, including a \$10.00 pmt. to Mrs. Raylance for the jewellery she supplied for the Dist. raffle prize be pd. Cd. It was moved by V. Scott, sec. by M. Keller that the yearly fee of \$104.00 for the sponsorship of our adopted Shrinivasan be forwarded to the Save the Children Fund. Cd.

Hall Rentals. Mrs. Raylance advised that the Japanese St. Citizens have moved their belongings into the hall as they had had to get out of their old premises.

The hall is to be rented on Apr. 21 to the Buddhists and on Apr. 24 to a group putting on a dinner for the Japanese St. Citizens Conference - Apr. 14 at 1:30 was set as the date for a work bee on Boat Markers.

Mrs. Raylance advised that the resolution is not yet prepared as Mrs. Zahnd is away. Comm. Assn. Delegate - Mrs. Macrae volunteered to be our April delegate.

Region Auxiliary - Apparently the L.A. have decided not to hold any more card parties until fall in view of this it was moved by M. Keller, sec. by H. Macrae that a decision re card table rental be tabled until September or October. Cd

Garage Sale - It was moved by M. Wilton
see by V. Scott, that our Garage Sale
be held at a booth at the Bd. of Trade
Carasale on May 7, if possible. Cd.
Committee - M. Keller, M. Rappone, V. Scott.
Mrs. Scott agreed to find out if it is
possible to have the sale at this time
and then further plans can be made.

Card Party - The date of May 18 was
set for the next Card Party.

Cultural Activities - Gowns & dresses
for the Children's Hospital and Queen
Alexandra Hospital were shown by H.
Miller & H. Macnab. They have done some
lovely sewing. Mrs. Macnab advised
that she has not yet received any
information on the P. M. C., but entries
should be ready by the end of July. She
also asked for entries for the District
Conference display.

The next meeting will be held on May 9
with Mrs. Scott as hostess.

The meeting was moved adjourned
by J. Riddle, and the meeting taken
over by the Agriculture convenor, Mrs.
Miller, who read three very interesting
articles, one on the culture of gladioli,
the next on the ~~raising~~^{growing} of African violets,
and finally, effective compost preparation.
A tasty lunch was served by Mrs. Knutton.

President - J. Knutton

Secretary - J. Peterson

May 4, 1977.

An executive meeting was held in the hall with 4 members present. The following matters were discussed.

1. Comm. Assn delegate to May meeting - Mrs. Veneyard volunteered.
2. Sale Booth at Carasale on May 7. Mrs. Peterson to contact members re bringing sale articles and working out shifts.
3. Card Party - May 18.
4. Stirn Up Dinner in June - members must decide where & when
5. District Conference - Delegate, Mrs. H. Miller will present report.

Work shop on Basket making to be decided.
Bardis Picnic - July 20, Grand Forks.

President - J. Knutton

Secretary - L. Peterson

May 9, 1977.

The regular meeting was held in the hall with 11 members present. Vice president Mrs. J. Knutton presided. The meeting opened with the reading of the Mary Stewart Collect. The minutes of the previous meeting were read & approved. The minutes of the executive meeting of May 4, 1977 were read. They were moved adopted by M. Rayance, sec. by V. Scott Cd.

The treasurer's report showed a balance on of May 9 of \$504.02. Mrs. Rayance moved the adoption of her report, sec. by H. Miller. Cd.

It was moved by E. Zahnd, sec. by J. Riddle that all bills be pd. Cd.

It was moved by M. McArthur, sec. by B. Veneyard that a donation of \$25.00 be made to the Comm. Assn for the

use of the hall for the District Conference. Cd.

Correspondence - included a letter from the Save the Children Fund with thanks for our funds for the sponsorship of our adoptee, a letter from past Dist Pres. Marie Bourgh, and promotional material from "Outdoors Unlittered". It was moved by E. Zahnd, sec by N. Macnab that 100 Bumper Stickers be purchased from Outdoors Unlittered. Cd.

Old Business - Our Booth at the Carasale turned out to be very profitable with sales of \$92.22.

Card Party - It was moved by M. Keller, sec by E. Zahnd that the Card Party planned for May 18 be postponed until September. Cd.

Wind Up Dinner - It was moved by M. McArthur, sec by N. Macnab that we have our wind up dinner on June 6, 1977 at the 6 P.M. Cd. The executive are to check prices at the Gadiak Cafe in Midway, and the Yale & Providence Cafes in Grand Forks. It was moved by M. Raylance, sec by J. Riddle that the cost of the dinner be taken from funds. Cd.

Work shops - several members expressed interest in the Basketry work shop and would be willing to travel to Rock Creek to attend one. Mrs. Bourgh, in her letter, also asked whether we are interested in having a "Consumer" speaker and members felt they would like to see this take place early in the fall, perhaps

in our W. I. Hall. Representatives, M. Keller & V. Scott will carry these messages & the Dist. meeting on May 12th ^(3.55 on tickets on the Dist. Raffle) & the fact that we have a shortage of Donation & Bursary Society - It was moved by M. Roylance, sec. by V. Macnab that we make a donation of 50.⁰⁰ to the Kettle Valley Bursary Society. Cd.

She are all very distressed & hear that our president, Helen Sheppard, will soon be moving to Ainscraft. She will be honored at a joint party with the U.C.W. on May 11. It was moved by M. Veneyard, sec. by V. Macnab that ^{the} gift of a hand made necklace be given to Mrs. Sheppard and that M. Roylance be paid 10.⁰⁰ for the making of the necklace. Cd.

Mrs. Riddle expressed concern about the number of children riding their bicycles on the highway at night without so much as a tail light. It was suggested that the R.C.M.P. be contacted.

It was moved by M. McArthur, sec. by E. Zahnd that Conference delegate D. Miller be reimbursed for the cost of her lunch at the Conference. Cd.

Mrs. McArthur advised that a lady who is working under The Canada Works will be available to spring clean our hall if we so desire. It was moved by V. Scott, sec. by M. Keller that we have the hall cleaned. Cd. Cleaning supplies will have to be purchased.

Mrs. Miller gave a very thorough report on the Dist Conference after which the meeting was moved adjourned by E. Zahnd and a delicious lunch served by V. Scott.

President - J. Knutton Sec'y - J. Peterson

June 6, 1977.

Our week up dinner was held at the Zadeak Cafe in Midway with all 14 members in attendance. Everyone expressed pleasure at the good food and good service. After dinner members returned to Greenwood and a meeting was held in the hall. Mrs. Knutton called. The meeting & order with members reading the Mary Stewart Collect. The minutes of the May meeting were read and approved. The Treasurer's report showed a balance on hand as of June 6 of \$504.43. Mrs. Raylance moved the adoption of her report, sec. by Mrs. Riddle. Cd. It was moved by M. McArthur, sec. by H. Macnab that another one dozen Cook Books be ordered. Cd. It was moved by V. Scott, sec. by H. Miller that Mrs. McArthur purchase cleaning supplies for the hall when they are needed. Cd.

It was moved by J. Riddle, sec. by E. Zahnd that the bills during the summer month be paid. Cd.

Old Business

(a) Bumper Stickers - Rose has received and were distributed to members.

(b) Work shops - it was reported by Mrs. Scott that the District work shops have been postponed until fall. Members should collect pine needles & corn husks.

Correspondence -

A newsletter from Queen Alexandra Hospital, a letter from the mother of our

adept, Shenevaia.

Also, a letter of resignation from our president, Helen Sheppard. It was moved by M. Baylone, sec. by N. Macnab that we accept with regret, Mrs. Sheppard's resignation. Cd.

As Mrs. Knutton will be away for September it was decided to elect another director pro tem. Mrs. V. Scott was nominated by B. Verneyard and it was moved by E. Zahnd sec. by M. McArthur that nomination cease. Cd.

Mrs. Macnab reminded members to have articles ready for the P. M. E. by July 31.

Carasale - It was moved by E. Zahnd sec. by M. Verneyard that we do not participate in the August Carasale & be sponsored by the B. of Trade. Cd.

Quilt - Mrs. Macnab will inform members when it is ready for quilting. It was moved by N. Sheppard, sec. by M. Keller that we purchase the materials and have quilting frames made. Cd.

Mrs. McArthur reported that the bathroom is completed and hot water in the kitchen. We may need some new plumbing under our sink. It was moved by E. Zahnd, sec. by V. Scott that we use the fifty dollars received as a donation from Mr. & Mrs. Shenevaia & purchase a new sink & fixtures for the kitchen. Cd.

The Border picnic will be held on the North Fork Rd. area on July 20, 1977. Registration at 11 A.M.

With Mrs. Sheppard leaving we

will need a new Health & Welfare Commr.
M. Willan will take Mrs. Sheppard's place
until Nov. It was moved by M. McArthur
sec. by D. Macnab that a roll of stamps
($\$12.00$) be purchased for Mrs. Willan
to use as convenor.

The meeting was moved adjourned by
Mrs. Riddle, after which Mrs. McArthur
read a very interesting letter from a
friend in Australia. ~~Thank you for~~

President - J. Knutton
Secretary - L. Peterson

June 20, 1977.

A special meeting was held in the hall
at 2 P.M. with 8 members present. Director
Bobby Vineyard was in the chair. A
letter from the Labour Day Committee
was read, asking the U. I. to sponsor a
girl for Labour Day Queen. The sponsoring
organization is required to donate $\$25.00$
towards the girl's dress. It was moved
by M. Raylance, sec. by J. Riddle that
we sponsor a girl for the Labour
Day Queen contest and that Shirley
Peterson be asked to be our candidate. C.D.

A letter from Alderman Tom Taylor
re financing for restoration of the Old
Greenwood & Phoenix cemeteries was read.
Mr. Taylor is concerned about restoring
some of the old wooden markers before
all records are lost. Mrs. Raylance
advised that the Boundary Historical
Society has worked on this periodically
and has done some research. Mrs.

Keller advised us that a grant

might be obtained by an organization through New Horizons. The secretary was requested to write to Mr. Taylor and tell him that we are very interested in this project but as the cemetery is the property of the City of Greenwood, any project should work through these channels. With regards to the Phoenix cemetery it was felt that the Boundary Historical Society should be worked with on this matter.

Mrs. Raylance then read her financial report which showed a balance of date of \$388.93. A donation of \$20.00 was received today from Mrs. H. Takarata.

The meeting was moved adjourned by D. Macrae.

President - J. Knutton
Secretary - L. Peterson

Sept 12, 1977

The first meeting of the season was held in the W.I. hall with Vice President Jo Knutton in the chair.

Meeting opened with the rare Stewart Collect and 7 members present.

Minutes of the regular & special meeting were read and approved.

Treasurer's report showed a balance of \$376.34 on hand. moved & 2nd by M. Raylance
moved by ~~M. Raylance~~ ^{J. Riddle} 2nd by ~~M. Raylance~~ ^{H. Miller}
we pay Higashi \$80.48 owe remaining share on bathroom fixtures & plumbing ed
M. Raylance has offered to donate a mirror for the washroom.

It was voted that paper towels &

Toilet Tissue were needed. moved by E Zahnd 2nd by J. Riddle "that the w. I be responsible for ordering 1 large box of 9" paper towels & 1 large box of toilet tissue from Leo Mills (West Kootenay supplies) and that Mr. Raylance order same." cd

Correspondence read and placed on file.

Sink and taps are here.

Cecilia Poole - Co-ordinator of Adult Community Education would like to speak to our group concerning night classes. moved by Mr. Raylance 2nd by E Zahnd "That we co-operate in an open meeting we have here come to our next meeting October 3rd cd

It was decided to hold a card party Oct 19th and to keep to the third Wednesday in the month for future parties moved by Mr. McArthur 2nd by J. Riddle cd.

The P.N.E. parcel was back and showed Bobby Vineyards Afghan was a first and Honorable mention for H. Macnabs socks.

Rock Creek Fair entry was discussed and volunteers to set up display noted. Mr. Raylance, Mr. McArthur, J. Knutton H. Miller and Mr. Keller

Dec 11th was chosen as the date for Our Annual Christmas Dinner. A letter to go to the Community Club asking for use of the hall free of charge

moved by J. Riddle 2nd by Mr. Keller "That a plant be sent to Frank Peterson" cd

Adjournment moved by Mr. Raylance.

President J. Knutton

Secretary

per. Mr. Keller

October 3, 1977

Regular meeting of the W.I. was held in the hall with 8 members and one visitor present. Vice President Jo Knutton was in the chair. Meeting opened with the Mary Stewart Collect, Roll call and minutes of the previous meeting read and approved.

Treasurer's Report showed a balance of \$244.82 in bank moved by M. Raylance 2nd by M. Willson report be adopted c.d. Correspondence read from Community Club, Queen Alexandra Hospital and a Thank You card from The Petersen family moved by E. Zahnd 2nd by H. Macnab we purchase two copies of Beautiful B.C. for Lancefield and our adapter. \$5.00 allowed for same.

Raffle of quilt toward funds for Christmas dinner discussed. Donations of a doll from J. Knutton, men's dress shirt by E. Zahnd and ceramic article by M. Willson gratefully accepted as raffle prizes Mildred Raylance to make arrangements for printing of tickets.

Jean Riddle offered to make cake and M. Raylance the pudding.

M. McArthur asked permission to purchase cards for the invitations.

Lunch arranged for card party Oct 19th.
Sandwiches

Riddle, Zahnd, Keller, Raylance
Cakes M. McArthur, Macnab.

Publicity E. Zahnd

Moved by H. Macnab 2nd by J. Riddle "we send \$25.00 to Queen Alexandra Hospital.

Miss Browns comfort fund cd.
moved by E. Zahnd 2nd M. McArthur we
write Canadian Legion and City of
Greenwood requesting donations toward
the Christmas dinner.

C.N.S. B. books were handed out to
members and asked the canvas be
conducted before the end of October

meeting was adjourned on motion
of E. Zahnd and Mrs Cecelia Poole was
introduced to the meeting. She is with
Community Education and pointed
out what courses could be held in
Greenwood.

Molly McArthur served a delicious
lunch of muffins and spiced Apple juice

M. Keller will be hostess at the
next meeting Nov. 14th.

President J. Knutton
Secretary

L. Peterson

Note. H. Macnab asks that we join United
Church women in donating parcels for
the mentally handicapped. These to
be in by the November meeting

Nov. 14, 1977.

The regular meeting of the Greenwood W.L.
was held in the hall with 10 members
present. Vice president, Mrs. Knutton, called
the meeting to order with the reading of
the Mary Stewart Collect. The minutes of
the previous meeting were read and
approved. The treasurer's report showed
a balance on hand as of Nov. 14 of \$424.93.
Mrs. Raylance moved the adoption of

Her report, sec. by M. Keller C. L. Bills included one for 50.52 for paper towels and tissue for the bathroom, and a request from the secretary for a roll of stamps. It was moved by V. Miller, sec. by V. Scott that all bills be paid. Cd.

Donations of 100.⁰⁰ from the City and 25.⁰⁰ from the Legion have been received. The secretary was requested to write a note of thanks to each contributor.

Mrs. Raylance reported that the hall has been requested to be rented by the Federal Business Development Bank on Feb. 28 and July 25, 1978. The meeting decided that the rental should be set at \$5.⁰⁰ for each day.

The C. N. I. B. collection is not quite completed. Mrs. Raylance will forward the money & the C. N. I. B. upon completion.

Knave Raffle - Discussion was held re the quilt for the raffle. Mr. Macnab being absent, no report was made on its progress. It was moved by E. Zahnd, sec. by J. Riddle that if the quilt cannot be finished in time that one be purchased. Cd. M. Willon volunteered to act on a committee for purchasing some.

Mrs. Peterson reported that the Brownie leaders have offered the Brownies assistance in preparing center table decorations for the Knave dinner. It was moved by V. Scott, sec. by E. Zahnd that we accept the Brownies kind offer & make table ^{centrepieces} ~~decorations~~ and ask them for 12 if possible. Cd.

Mrs. Riddle reported that the Christmas cake is made and will be decorated by Irene Hendey.

Plans were made for the Card Party on Nov. 23.

Sandwiches - Peterson, Knutton, Scott

Cole - Skilton, Vineyard

Pozis - Rayance.

Setting up & be done by Mrs. Knutton.

Annex Dinner entertainment - Mr. Rick Tice has offered to show slides. Mr. Tice will be asked to limit this to about 20 minutes after which a sing song will be held.

The next meeting will be held on Sunday, Nov. 27, 1977 at M. Rayance to finalize plans for the dinner. The annual meeting will also be held at this time. Membership dues for the coming year were paid by members present.

A report on the last District meeting was given by M. Keller. The following points were made.

(1) No speaker on Consumer Affairs is available at this time so this has been postponed until the spring conference. The conference will be held at Westridge on Apr. 26, 1978. The Convention will be held on June 4.

(2) Dark shops are planned in Quilting and Ceramics.

(3) The H.I.'s will again take part in the Crippled Children's Hospital telethon. The money to be in the provincial office by Feb. 1.

(4) A district pot luck ^{luncheon} ~~supper~~ will be

in Greenwood on Jan. 22 at 1 P.M.

(5) Pens are to be purchased by the Dist. for kits for the Convention. A district raffle will be held again to raise money for same.

The meeting was moved & adjourned by E. Zahnd and lunch served by M. Keller.

President - J. Knutton

Secretary - L. Peterson

Nov. 24, 1977.

A special meeting was held at the home of M. Raylance with all 13 members present. Mrs. Knutton called the meeting to order with the reading of the Mary Stewart Collect. The minutes of the previous meeting were read, and after the correction of a date. (Pot Luck dinner sponsored by Dist. from Jan. 23 to Jan. 22) approved.

The treasurer's report showed a Bank Balance of \$496.32, however \$121.⁰⁰ of this belongs to the C. N. I. B. collection, leaving our actual balance at \$375.36. Mrs. Raylance moved the adoption of her report, sec by J. Riddle. Cd.

Business from Minutes -

@ Mr. Yice will not be able to show slides as entertainment at the Xmas Dinner.

(b) The quilt has been taken care of and is now on display. Mrs. Keller produced a quilt top and several members worked & complete a quilt from this.

Annual meeting

The minutes of the last annual meeting were read & approved.

Convenor reports were read by

Home Economics convenor, Verna Scott,
and Publicity convenor, Elizabeth Zahnd.

The nominating committee gave their
report and the following officers
were elected by acclamation.

President - Jo Knutton
Vice president - Mary Keller
Secretary - Elizabeth Zahnd
Treasurer - Mildred Raylance
Director - Verna Scott.

Mrs Zahnd will also continue as
Publicity convenor.

The silver spoons have been received.

It was moved by J. Riddle, sec. by
H. Macnab that we sell our spoons
for \$2.50. Cd.

The January meeting will be held on
Jan. 9, 1948 with H. Macnab as forster.

Amas Dinner -

Letters of thanks have been sent to the
City, Legion, and Comm. Assoc. for
their donations.

The guest list was read over and
adjusted. Approx. 160 people will be
invited.

The following plans were made.

Turkey - Scott, Willson, Miller, Knutton

Ham - McArthur

Potatoes - 10 lb each. Peterson, Riddle

Zahnd, Vineyard Macnab

Turnips - 10 lb. Keller Zahnd Scott

Peas - 12 lb.

Cranberries - Macnab

Tarts - 3 doz. Peterson, Riddle, Miller

Vineyard Macnab

Buns - 3 doz. Knutton, Miller, Keller,
Scott, Macnah

Pickles (Beet) McArthur Lowe 2 Yeller
Butter - 3 lb.

Milk 1 qt.

Cream 5 pt.

Coffee - 2 #

Sugar - 2 #

Tea - not needed

Wine 10 Ginger Ale 12

Brandy for pudding
Mints, Mac serviettes

Apples - Don Saunders to be asked

Oranges - 3 boxes to be arranged

Setting Up - Sat Dec. 10 - 1 P. M.

Mac Tree - M. McArthur

Helpers to be asked - Delia Cox Joan Knutton
Alpha Taylor

Entertainment - Tom Taylor

Favours - none to be given this year.

It was moved by E. Zahnd, sec by
J. Riddle that a Guest Book be purchased. Cd.

It was moved by B. Vineyard, sec.
by M. McArthur that K. Hamnishi be asked
to audit the books. Cd.

It was moved by E. Zahnd, sec by H. Miller
that the annual reports be sent into the
provincial office as soon as completed. Cd.

The meeting was moved adjourned
by E. Zahnd and a very delicious lunch
served by the hostess, M. Raylance.

President - J. Knutton

Secretary - L. Peterson